

State of Alaska FY2003 Governor's Operating Budget

Department of Corrections Data and Word Processing Component Budget Summary

Component: Data and Word Processing

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Component Mission

Provide reliable, cost-effective departmental information technology services, including infrastructure and programming support for data processing, office automation, and data communication networks, facilitate access to the department's information resources and protect the department's information resources' integrity, security, timeliness, accuracy and recoverability.

Component Services Provided

Provide informational and communication services for the department, including information systems programming, systems analysis, custom software application maintenance, installation and configuration of office automation and data processing software applications and platforms. Troubleshoot hardware and software problems, perform statistical data analysis and provide central record management and archival services.

- Maintain the new inmate incarceration and probation case management system (OTIS).
- Initiate internal web-server-based distribution of reports and publications, including offender tracking and information system (OTIS) operational support reports and departmental policies and procedures and associated forms.
- Improve inter-agency information sharing with other state criminal justice agencies by designing and developing automated data transfers of booking data and improving integrity of inter-agency cross-referencing.
- Improve Corrections' data quality and validity through initiation of a quality assurance program.
- Maintain and expand public access to Department information by establishing internet servers that will provide access to public inmate information.
- Improve the Department's ability to track and collect data on offenders placed at contract facilities.
- Finalize joint development with the states of Utah, and Colorado of critical software medical records and program management.

Component Goals and Strategies

- Continue with the implementation and development of the new inmate incarceration and probation case management system (OBSCIS replacement - new Management Information System).
- Initiate internal web-server-based distribution of reports and publications, including management information system (MIS) operational support reports and departmental policies and procedures and associated forms.
- Improve inter-agency information sharing with other state criminal justice agencies by designing and developing automated data transfers of booking data and improving integrity of inter-agency cross-referencing.
- Improve Corrections' data quality and validity through initiation of a quality assurance program.
- Improve public access to Department information by establishing internet servers that will provide access to public inmate information.
- Improve the Department's ability to track and collect data on offenders placed at contract facilities.
- Continue joint development with the states of Utah and Colorado of critical software needed for medical records and program management.

Key Component Issues for FY2002 – 2003

- The department has utilized federal funds to develop the Offender Tracking and Information System (OTIS) and to support staff necessary for operation of the system and the network. These federal funds will not be available in FY03 and unless general funds are provided, the Department will not be able to maintain the system.
- The Department continues to experience difficulty in recruiting and retaining qualified programming staff to maintain the OTIS system.
- Provide adequate training to all department staff with access to the new computerized Offender Tracking and Information system (OTIS) to assure competency in the entry, retrieval and manipulation of data.

Major Component Accomplishments in 2001

- Delivery of MIS Phase I version 1.13 is 95% complete.
- Training of technical staff to support MIS servers and database.
- Install and test pre-release version of MIS.
- Introduce departmental web servers.
- Implement firewall security and internal Internet usage control
- Upgrade networks throughout the department.
- Develop and implement CO/PO applicant tracking system.
- Implement data quality assurance resulting in improved data via increased error monitoring and manual correction of existing inmate automated files.

Statutory and Regulatory Authority

- 1) Probation, Prisons and Prisoners (AS 33)
- 2) Welfare, Social Services and Institutions (AS 47)
- 3) Corrections (22 AAC)
- 4) Health and Safety (AS 18)
- 5) Create Corrections (EX.OR.55)
- 6) Criminal Law (AS 11)
- 7) Public Finance (AS 37)
- 8) State Government (AS 44)

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Component Financial Summary

All dollars in thousands

	FY2001 Actuals	FY2002 Authorized	FY2003 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	1,007.6	1,073.0	1,283.6
72000 Travel	13.6	5.0	35.0
73000 Contractual	252.5	472.8	702.6
74000 Supplies	13.5	16.1	16.1
75000 Equipment	2.9	0.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	1,290.1	1,566.9	2,037.3
Funding Sources:			
1002 Federal Receipts	135.2	796.2	60.0
1004 General Fund Receipts	854.9	696.5	1,952.3
1007 Inter-Agency Receipts	0.0	1.6	0.0
1061 Capital Improvement Project Receipts	300.0	7.6	0.0
1092 Mental Health Trust Authority Authorized Receipts	0.0	65.0	25.0
Funding Totals	1,290.1	1,566.9	2,037.3

Estimated Revenue Collections

Description	Master Revenue Account	FY2001 Actuals	FY2002 Authorized	FY2002 Cash Estimate	FY2003 Governor	FY2004 Forecast
Unrestricted Revenues						
None.		0.0	0.0	0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0	0.0	0.0
Restricted Revenues						
Federal Receipts	51010	135.2	796.2	796.2	60.0	60.0
Interagency Receipts	51015	0.0	1.6	1.6	0.0	0.0
Capital Improvement Project Receipts	51200	300.0	7.6	7.6	0.0	0.0
Mental Health Trust Authority Auth.Rec.	51410	0.0	65.0	65.0	25.0	25.0
Restricted Total		435.2	870.4	870.4	85.0	85.0
Total Estimated Revenues		435.2	870.4	870.4	85.0	85.0

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Proposed Changes in Levels of Service for FY2003

A decrement in the amount of \$745.4 to reduce authorization for unrealizable Federal, CIP and IA Receipts is being offset by an increment to replace these fund sources and increase general fund authorization for this component. Department systems were previously developed, implemented and maintained with federal funds. In order to continue to maintain the existing staff necessary to operate the offender information system and the 35 network sites, the Department need to replace the loss of funding and increase funding to pay for three additional Analyst Programmer positions.

Summary of Component Budget Changes

From FY2002 Authorized to FY2003 Governor

All dollars in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2002 Authorized	696.5	796.2	74.2	1,566.9
Adjustments which will continue current level of service:				
-Year 3 Labor Costs - Net Change from FY2002	7.9	6.7	0.0	14.6
-Fund Source Change to Correct Unrealized Fund Source	6.7	-6.7	0.0	0.0
Proposed budget decreases:				
-Loss of State Criminal Alien Assistance Program Federal Funds and I/A, CIP Funds	0.0	-736.2	-9.2	-745.4
-Decrement Title 47 Data System Funding	0.0	0.0	-40.0	-40.0
Proposed budget increases:				
-Replace State Criminal Alien Assistance Program Federal Funds and I/A, CIP Funds	1,241.2	0.0	0.0	1,241.2
FY2003 Governor	1,952.3	60.0	25.0	2,037.3

Data and Word Processing**Personal Services Information**

Authorized Positions		Personal Services Costs	
	<u>FY2002</u>	<u>FY2003</u>	
	<u>Authorized</u>	<u>Governor</u>	
Full-time	16	19	Annual Salaries 950,161
Part-time	0	0	COLA 21,718
Nonpermanent	0	0	Premium Pay 0
			Annual Benefits 344,911
			<i>Less 2.52% Vacancy Factor</i> (33,190)
			Lump Sum Premium Pay 0
Totals	16	19	Total Personal Services 1,283,600

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Clerk II	0	0	2	0	2
Analyst/Programmer I	0	0	1	0	1
Analyst/Programmer III	0	0	1	0	1
Analyst/Programmer IV	0	0	4	0	4
Analyst/Programmer V	0	0	2	0	2
Data Processing Mgr III	0	0	1	0	1
Micro/Network Spec I	0	0	2	0	2
Micro/Network Spec II	0	0	1	0	1
Micro/Network Tech I	1	0	0	0	1
Micro/Network Tech II	2	0	0	0	2
Records & Licensing Spvr	0	0	1	0	1
Research Analyst IV	0	0	1	0	1
Totals	3	0	16	0	19